



# Base Bulletin

Vandenberg AFB, CA 93437-0759



2 February 2005

No. 5

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items to Base Publishing Management (30SCS/SCBP) via e-mail to [Vandenberg Publishing](#) or fax to DSN 276-6614 or 805-606-6614 by noon on Monday (by noon the preceding Friday if a holiday occurs on Monday or Tuesday). Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30SW Form 400, this form must be submitted with the article, or it will not be published.

## SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 606-5773. After hours, 606-9961.

Safety Hazard: Dial 605-SAFE.

## SECTION II — OFFICIAL

### 1. Team Vandenberg:

**a. Joint Pacific Area Scheduling Office (JPASO) Scheduling Conference:** The next quarterly JPASO Scheduling Conference will be held Thursday, 03 Feb 05 at 1000 in the WROCC auditorium (Bldg 7025). There are several range scheduling briefings planned with presentations by JPASO Pacific area range representatives including PMRF Barking Sands, HI, Naval Air Point Mugu, CA, 22 Space Operations Squadron, Peterson AFB, CO, Reagan Test Site U.S. Army Kwajalein Atoll and others discussing range instrumentation, maintenance, operations schedules and related topics. Contact Rich Nocis at 6-8985 for more information. (2ROPS/DOUS)

**b. Comptroller Squadron Closure:** The 30th Comptroller Squadron will be closed on Thursday, 10 Feb 05, 1200—1630 for an official function. We apologize for any inconvenience this may cause. If emergency financial assistance is needed, please call 588-9397.

**c. Retirement Ceremony:** Colonel Mark P. Jelonek, Commander, 614th Space Operations Group, cordially invites you to a retirement ceremony honoring Chief Master Sergeant Judy G. Granczewski, Superintendent, 614th Space Operations Group, on Tuesday, 10 Feb 05 at 1400 at the Pacific Coast Club Ballroom, Bldg 11070, Vandenberg Air Force Base, CA. Dress is military uniform or business casual. For more information, contact Elaine Silva at 6-3100. (14AF/A331)

**d. 30 OG Annual Award Winners:** The 30th Operations Group proudly recognizes their 2004 annual award winners! CGO, 2Lt Robert Peel, 30 SCS; SNCO, MSgt Jason Heggie, 2 ROPS; NCO, SSgt Derrick Russell, 2 ROPS; Amn, SSgt Kitsie Ferguson, 30 OSS; Civilian Cat II, Mr. Joaquin Tinker, 30 OSS; Civilian Cat I, Ms Theresa Cerda, 30 RMS; Outstanding Performer, Ms. Dayna Castro, 30 OSS.

**e. Interested in Going TDY?** The MPF's Personnel Readiness Function is looking for volunteers, in the rank of E-5 and below, to go TDY for approx 120 days working as a Third Country National (TCN) Escort. We are currently looking to fill 20 tasking for the AEF 5 and AEF 7 cycles. The benefits include traveling to another country and receiving a tax- free reenlistment bonus if you are eligible for reenlistment during that time. All TDY tasking is on a first-come, first-served basis. Eligibility criteria are as follows: Must not be obligated to fulfill an AEF requirement for your current AFSC and must remain eligible to support this tasking for the entire AEF cycle. Must have a Secret or Interim Secret Clearance. Must be an E-5 or below. Must have your commander's approval in writing to be eligible to volunteer for the TCN Escort deployments. For more information, please contact TSgt Leduc at 6-7574. (30MSS/DPMDX)

**f. Military Equal Opportunity (MEO):** The Equal Opportunity and Treatment (EOT) program seeks to eliminate unlawful discrimination against military personnel based on race, color, religion, sex, or national origin. Unlawful discrimination and sexual harassment are contrary to good order and discipline and counterproductive to combat readiness and mission accomplishment. Unlawful discrimination against Air

**TEAM VANDENBERG**

Force personnel or their family members on or off base will not be tolerated. For more detailed information, contact the 30th Space Wing MEO office at 6-0370. (30SW/ME)

**g. Airmen Against Drunk Driving (AADD):** Think Before You Drink! Call AADD at 605-AADD/606-AADD for an anonymous ride home. To volunteer as a driver, contact SrA David Brown at 6-8483. (533TRS/DOB)

## **2. 30th Space Communications Squadron: (30SCS)**

**a. Email Signature Blocks:** According to [AFI 33-119, Air Force Messaging](#), senders are required to include a signature block on all official emails that follow specific formats found in AFI 33-119, The Tongue and Quill, AFI 33-321, and AFMAN 33-326. **Slogans, quotes, graphics, digital images, logos, font signatures, clip arts, special stationeries, etc., are prohibited.** More information can be found in AFI 33-119. Users must consider professional image and conservation of Air Force network resources (bandwidth). (30SCS/SCB, 6-5634)

**b. Do Not Remove FormFlow from Your Computers:** The Air Force standard Information Management Tool (IMT) software is PureEdge Viewer 6.0.1 (sometimes referred to as ICS Viewer). All Air Force, AFSPC, and subordinate unit forms have been converted to IMTs and are located on the Air Force e-Publishing and AFSPC Forms Library websites. FormFlow forms are archived; customers may contact [AFSPC CSS/SCTI](#) via email or DSN 692-6802/3157 to obtain archived forms from AFSPC and subordinate units. DoD is not migrating to the PureEdge viewer at this time and will continue to use Adobe and FormFlow software to design forms. Customers using DD, SF, OPM, etc., forms will still need FormFlow software to access them. Since Air Force no longer has a maintenance agreement for FormFlow software, users of FormFlow products should save the FormFlow form and data together as a package (this process will ensure that the retrieval of the form and data can be easily accomplished when required), or transfer the data to an IMT. AFSPC Forms Manager recommends FormFlow product users and Work Group Managers not uninstall FormFlow software from individual hard drives. To read the full message from the Command Forms Manager, [click here](#). (30SCS/SCBP, 6-7892/4)

**c. For Emission Security (EMSEC) Information:** Check the [Air Force Communications Agency's Information Assurance website](#). You can find and review updated information in [Emission Security Information Messages \(ESIM\)](#). (30SCS/SCBI, 5-2352)

**d. Creating or Revising a Publication or Form?** If you are responsible for a publication or form, be sure to read the [OPR Help Pages](#) to help you through the publishing process and avoid lengthy delays. Before you start, call the Base Publishing Management office at 6-7892/4 for more information. (30SCS/SCBP)

## **3. Traffic Management Office (TMO): (30LRS)**

**a. TMO and Omega Customers:** 1 Feb 05—15 Feb 05 CES will be installing lowered ceilings in Building 11777, Rm C113. During this time we will work around the construction. It may take additional time to ticket, so please be understanding. Contact Mr. Haury at 6-6931 or SSgt Vazquez at 6-0902 for more information. (30LRS/LGRT)

**b. It's Your Move:** If you are scheduled to make a Government sponsored move, this message is for you. The Traffic Management Office (TMO) would like to send you information that will assist you with your move. In addition to the briefings you receive, an electronic package of tips and information on your upcoming move can be emailed to you. (30LRS/LGRT, 6-6932/33)

**c. Shipping Your Pet:** If you are PCSing overseas with your pet, the following website contains useful information and web links: [Passenger Policy](#). HQ AMC Pet Brochures are available at TMO Passenger Travel, Bldg 11777, Rm C-113. (30LRS/LGRT, 6-6932/33)

## **4. Military Personnel Flight (MPF): (30MSS/DPMP)**

**MPF Customer Walk-in Hours:** The MPF Customer Service (ID Cards & Records), located in Bldg 11777/C-114, walk-in hours are: Monday, Tuesday & Thursday from 0800—1500, Wednesday from 1000—1600, and Friday from 0800—1600. All other MPF Office walk-in hours are from 0900—1500. Appointments may be made outside the times listed, by contacting the appropriate office. The MPF has mandatory Warfit Monday, Tuesday & Thursday afternoons and will stop taking new customers at 1500. For further information call SMSgt Walker at 6-7719. (30MSS/DPMP)

## **5. Civilian Personnel Flight: (30MSS/DPCE)**

**a. Voluntary Leave Transfer Program:** The following Vandenberg AFB employees are currently in need of donated leave: Alana Davenport (30CES/CEOE), Bruce Dufresne (2ROPS/DOUS), Christine Holly-Vickers (30SW/JA), Fidel G. Terrones (30CES/CEOIE), James H. Field (30LRS/LGRVM), and Rickey Alexander

(30CES/CEOF4). We also have a list of over 55 other Air Force employees who are in need of your assistance. Civilian employees who would like to donate a portion of their annual leave must complete an [OPM 630-A](#). Stop by Bldg 11777, Rm B-208 to pick-up and/or turn in your form or access this form online. (30MSS/DPCE, 6-5847)

**b. Weingarten Right:** Federal civilian employees who are members of a bargaining unit have the qualified right to union representation during investigatory interviews/meetings. This Weingarten right is mandatory when the following four conditions are met: (1) the meeting between the employee and management official(s) must be an examination; (2) the examination must be in connection with an investigation; (3) the employee must reasonably believe that disciplinary action may result from the meeting; and (4) the employee must request representation.

**6. 30th Medical Group:** (30MDSS/SGSAP, 6-5688)

**a. Access is Power:** [TRICARE Online](#) is a link to the Internet to provide its beneficiaries an opportunity to book medical appointments online from work or at home. It's portable, universal, and secure to access through the Internet anytime, anywhere, from any laptop or PC. TRICARE beneficiaries will have the ability to schedule online routine, wellness, and follow-up appointments with their Primary Care Manager with the click of a button. In order to schedule appointments, each person must build a profile and establish a password. For security reasons, should a beneficiary forget or lose their password, he/she may call Customer Service at 1-800-600-9332. Go to [www.tricareonline.com](http://www.tricareonline.com) to build your profile and establish a password. You will be on your way to making your routine, wellness, and follow-up appointments with the click of a mouse. For more information, contact Capt Royce Moore at 6-9252.

**b. 30 MDG Implements New Computerized Medical Records:** 30 MDG is implementing a new medical record system called Composite Health Care System II (CHCS II). CHCS II will eventually replace current paper-based records with an electronic patient record, which will be accessible by authorized providers throughout the DoD Military Health System. Look for more information about CHCS II the next time you visit the 30 MDG. Point of Contact is Lt Col Tim Nelson, 30 MDG CHCS II Implementation Coordinator. (30MDOS/SGSAP, 6-5327)

**c. Clinic Closure:** The Vandenberg Clinic will be closed on 4 Feb 05 for the Air Force Space Command Family Day. For urgent needs, please call 606-CARE or 888-252-3299. Please plan ahead for appointments and pharmacy refills. For more information, contact Lt Schwing at 6-7811. (30MDOS/SGOAB)

**7. 30th Security Forces Squadron:** (30SFS/SFOS, 5-0792)

**a. Missing Something?** If you lost something on the base, there is a good chance that the Security Forces Investigations department found it. Currently they have several items including bicycles, purses, shoes, and vehicles, (yes, lost vehicles too)! Lost an ID or Drivers License? They have those too! Please call SSgt Ahrens at 6-4661 to make arrangements/appointments to identify your lost item(s). (SFS/SFOI)

**b. Vacation Quarters Check:** If you live in base housing and plan to take leave or go TDY, have Security Forces check your home while you are gone. To make arrangements, stop by the Law Enforcement Desk, Bldg 13675. For more information call 5-0792. (30SFS/SFOS)

**8. 30th Civil Engineering Squadron:** (30CES)

**a. Attention All Facility Managers:** Please ensure that Civil Engineering (CE) Customer Service has the correct Primary and/or Alternate Facility Manager assigned to your building. Call CE Customer Service at 6-0010 to verify the correct information is in our system. If you need to assign a Facility Manager, do so by using the form located in the 30th Space Wing Pamphlet 32-3 attachment 1. The form must be signed by Unit Commander or equivalent and forwarded to CE Customer Service. Facility Manager training is on the third Wednesday of the month at 1000 in Bldg 11439, Rm 109, CES Conf. Rm. (30CES/CEOF, 6-0010)

**b. Proper Ventilation:** Due to our location mold and mildew can become a problem, but proper ventilation can prevent it. Turn on the bathroom exhaust fan and/or open a window in the bathroom during and after a shower or bath. If no window exists in the bathroom, leave the bathroom door ajar following the shower or bath and open windows in other rooms to create a cross draft for about 10 minutes. If mold and mildew manage to develop anyway, open windows in the affected area to facilitate drying, and scrub the area with a solution of one-cup bleach and one gallon of water, rinse and wipe dry. In the case of mold on painted surfaces, allow this solution to soak in before scrubbing lightly, rinsing and drying. If your carpet gets wet, dry it quickly to prevent the growth of mold under the carpet. You can use a fan directed at the wet area of the carpet to dry it and prevent the growth of mold. (30CES/CEH, 6-3477)

**9. Air Force Reserves:** (30MSS/ISR)

**Briefing:** The next Air Force Reserve PALACE CHASE briefing is Tuesday, 8 Feb 05, at 1300, in Bldg 11777, Rm C-206. If you are interested in applying for this program, you must contact MSgt Brenda Kartheiser to schedule a briefing. (AF Reserve Recruiter, 6-2704)

**OFFICIAL**

**FRANK GALLEGOS**  
Colonel, USAF  
Commander

**Karen L. Dean**  
Chief, Publishing Management

**SECTION III — UNOFFICIAL****General Information:**

**a. Base Theater Marquee:** The following movies will be shown at the Base Theater, Bldg 13750. Call 6-5565 for movie information. (AAFES)

Day	Date	Movie	Rating	Opens	Starts
Thursday	3 Feb 05	"Meet the Fockers"	PG-13	1830	1900
Friday	4 Feb 05	"The Life Aquatic with Steve Zissou"	R	1830	1900
Saturday	5 Feb 05	"Meet the Fockers"	PG-13	1830	1900

**b. Food Service Events:** For more details contact SSgt Bethany Lopez at 6-5496. (30SVS/SVMF)

Day	Date	Event	Start Time	Location(s)
Thursday	3 Feb 05	National Carrot Cake Day	1100 & 1630	Breakers/Beachcomber
Sunday	6 Feb 05	Super Bowl Party	1530	Breakers
Tuesday	8 Feb 05	Mardi Gras Meal	1100	Breakers/Beachcomber
Monday	14 Feb 05	Valentine's Day Lunch	1100	Breakers/Beachcomber

**c. Parents' Advisory Council (PAC) meeting:** Attention parents of children attending the Youth Center—be sure to attend the PAC meeting on Wednesday, 2 Feb 05 at 1130 at the Youth Center. The Youth Center staff will provide lunch. The purpose of the meeting is to improve the Youth Center's programs through recommendations that enhance children's development, reduce parent/staff frustrations, and ease processes. Members should be prepared to bring solutions to problems and issues that are addressed. If there is a problem or complaint, please attempt to solve it at the lowest level and use the proper chain of command should it become necessary. For more information, please contact [Debra Wheeler](#), PAC president at 6-5403. (30SCS/SCBH)

**d. Hispanic Heritage Committee:** The Hispanic Heritage Committee will be meeting Thursday, 3 Feb 05, at 1200 at the Base Library in Conference Room B to discuss the formation of a Vandenberg Hispanic Association and generate ideas for the upcoming Hispanic Heritage Month Celebration. All active duty members, spouses, civilians, and retirees are welcome. For more information, contact [Capt Murphy](#) at 6-2199, or [Lt Wright](#) at 5-4910. (2SLS/MAFD)

**e. Lompoc Concert Association:** The Lompoc Concert Association continues its 57th season on Wednesday, 3 Feb 05 at 1930 at Trinity Church 500 E. North Avenue in Lompoc. The Westwind Brass playing trumpets, trombone, French horn, and tuba will be the guest artists. The Los Angeles Times and others have acclaimed Westwind Brass for virtuosity, musical integrity, and diverse programming. The quintet has captured prizes at two international brass competitions and has toured internationally in Japan, Mexico, and across the United States. Season subscriptions for the remaining concerts will be available also single tickets may be purchased for this concert at the door at \$15.00 adults and \$7.00 students. For more information, contact Subscription Chairman, Vivian Dew at 733-4006 or co-chairman Jean Jacoby at 736-8713. Santa Ynez Valley representative is Anabelle Dalberg at 688-4687.

**f. Black History Month Celebrations:** The Vandenberg Black History Month Committee invites you to attend the Annual Gospel Jubilee on Saturday, 5 Feb 04, at 1800 at Chapel 1, and the Black History Month movie night at the base theater on Thursday, 10 Feb 04 at 1830. All active duty members, spouses, civilians,



and retirees are welcome. For more information, contact MSgt King at 6-5551 or SrA Nurse at 6-4606. (2SLS/MAFD, 5-4910)

**g. The Vandenberg African-American Association General Membership Meeting:** Thursday, 3 Feb 05 and 17 Feb 05 at 1130 at the Base Library in Conference Room A to discuss VAFB's Black History Month celebrations. All active duty members, spouses, civilians, and retirees are welcome. For more information, contact MSgt King at 6-5551, or SrA Nurse at 6-4606. (2SLS/MAFD)

**h. Vandenberg Spouses' Club Event:** Join the Vandenberg Spouses' Club for a night of Bunko with a Mardi Gras theme on Tuesday, 8 Feb 05, at 1900 at the Pacific Coast Club. Cost is \$10.00 and includes dinner. Please RSVP to Leigh Ann by 4 Feb 05 at 734-1911.

**i. Team V Air Force Sergeants Association (AFSA) Meeting:** Please join the new leadership of Team V AFSA Chapter 1356 on Tuesday, 8 Feb 05 at 1530 in Bldg 8339, 2nd floor, Rm 2. We will discuss some dynamic initiatives to benefit the military community and promote our organization's goals. 2005 is going to be a great year for AFSA, and we want you to be part of it. We look forward to seeing you there. Contact the Team V AFSA president, MSgt Norris at 6-6085 for more information. (14AF/A46)

**j. The Vandenberg AFB/Central Coast Chapter of Tuskegee Airmen Inc. General Membership Meeting:** Thursday, 17 Feb 05 at 1200 at the PCC in the Enlisted Heritage Quiet Room. All active duty members, spouses, civilians, and retirees are welcome. For more information, contact [Lt Wright](#) at 5-4910 or [Capt Lofton](#) at 6-6621. (2SLS/MAFD)

**Chapel:** (30SW/HC, 6-5773)

**a. Worship Schedule:**

<b>Catholic Mass:</b>	Saturday	1700	Chapel 2	<b>Protestant Services:</b>			
Confessions	Saturday	1615—1645	Chapel 2	Praise & Worship	Sunday	0830	Chapel 2
Mass	Sunday	1000	Chapel 1	Gospel	Sunday	1130	Chapel 2
Daily Mass	Mon-Fri	1130	Chapel 2	Traditional	Sunday	1130	Chapel 1

**b. Vandenberg Jewish Community Classes:** The Vandenberg Jewish Community is offering the following classes: Children's Hebrew and Bar Mitzvah classes, adult Hebrew and religion classes. Classes are held every Tuesday night at 1800 at the Vandenberg Religious Education Center. Please call Randee Van Ness at 734-3311, for more information or to enroll.

**Global Hearts Group:** (30SVS/SVMX, 30MSS/DPF, 30SW/HC)

**a. Global Hearts Group:** The Global Hearts Group is collaboration between the Family Support Center, Chapel and Services Squadron. It is available to all active duty military families in which the member is deployed, deploying, on a remote, or on a 30+ day TDY. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details. (30SVS/SVMX)

**b. Operation Sweet Dreams:** This is an ongoing service for our deployed/deploying members. Just contact the Family Support Center to get a picture of your family on a pillowcase. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details. (30SVS/SVMX)

**c. Deployed Spouses Night:** Deployed Spouses Night is at Breakers Dining Facility every Thursday at 1800. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details. (30SVS/SVMX)

**d. Lawn Care Service:** A volunteer is needed to be the POC for the Lawn Care Service that is provided for the families of deployed personnel. The POC would be in charge of designating new families to an established team and setting up the schedules for the squadron volunteers. Please contact TSgt Sheila White at the Family Support Center, 6-0039, for more information. (30SVS/SVMX)

**Family Support Center:** (30MSS/DPF, 6-0039) To register for all classes, workshops, and seminars, call the designated point of contact, or visit [Team Vandenberg's PHP-IDS](#).

**a. Stress Management Class:** This 4-week class begins 7 Feb 05 and will meet Monday afternoons 1400—1600 at the HAWC. Call Linda Bastine at 6-9958 for more information.

**b. Office Closure:** The Family Support Center will be closed Tuesday, 8 Feb 05 to prepare for upcoming relocation. Personnel requiring *emergency* Air Force Aid will be assisted; call the Command Post at 6-9961.

**c. Office Hours:** Family Support Center's customer service hours are 0800—1600 except Mondays when the center is closed for staff training 0730—0930. Personnel requiring *emergency* Air Force Aid will be assisted; call 6-0039.

**d. BabyMeet:** If you are pregnant or the parent of a baby between the age of newborn to 2 years, this is an opportunity to get together with other families for discussions and socialization. This group meets every Wednesday, 0900—1000 at the Base Library. For more details call Katie at 734-6758 or Anna at 734-6606.

**e. Playtime for Tots:** They meet Friday mornings 1000—1100 at the Religious Education Center. This playgroup is for parents and their children ages 2 to 5. For more information call Jill at 757-9044.

**f. Readiness Briefings:** Readiness Briefings will be conducted every Thursday 0900—1000 at the Family Support Center. Please contact TSgt White at 6-0039 for more information.

**Health and Wellness Center:** (30MDG/HAWC, 6-2221)

**a. Tobacco Cessation Class on CD:** The HAWC offers a take home version of the Tobacco Cessation Class for individuals who are unable to attend the Wednesday noon classes. Registration takes approximately 30 minutes. For more information, please call 6-2221.

**b. HAWC Gym:** The HAWC has an onsite gym for use by current HAWC patients. The gym is open to the public **only** on Fridays. Showers are available but you must provide your own towel. HAWC gym hours are 0730—1600. For more information about HAWC activities, please call 6-2221.

**30th Services Squadron:** (30SVS/SVK, 6-0276)

**Services Weekly Bulletin:** Check out the Services [Weekly Bulletin](#) found on our own 30th Services Squadron website. (30SVS/SVK)

**Education Center:** (30MSS/DPHE, 5-5904)

**a. Tuition Assistance (TA) Is Available To All Civil Service Employees:** TA may not exceed the rate of 75% of tuition costs, \$187.50/semester hour or \$124.50/quarter hour, and will be limited to \$3,500/fiscal year. ALL employees need to first check the [Career Program TA matrix](#) to verify eligibility. If you qualify for Career Program TA, you need to contact your specific Career Program to check availability of funds. This website will also provide assistance in requesting TA. Visit the [Civilian Career Management website](#) to find Individual Career Program POCs. If you are not eligible for Career Program TA or if your Career Program TA was denied, you can apply for Tuition Assistance through the Education Office (Bldg 14001). Career program employees are required to bring proof from their Career Program POC stating non-availability of funds. TA is designed to benefit the Air Force mission by providing assistance for mission-related courses taken on a voluntary off-duty basis to work towards a degree program. Before registering for a course, contact the Education Center at 5-5904 for further guidance. (30MSS/DPHE)

**b. OTS Selection Boards Rescheduled:** The non-rated (both non-technical and technical) portions of OTS Selection Boards 05OT04N (28 Mar—1 Apr 05), and 05OT05C (10—13 May 05) will now meet in August because of fiscal 2005 Air Force force-shaping efforts. The rated panels for these boards will convene as scheduled. For more information concerning OTS and the application process, contact the education office at 5-5904. (30MSS/DPHE)

**c. Applying for a Student Grant or Loan?** DANTES recommends using only the U.S. Department of Education's website (<http://www.fafsa.ed.gov/index.htm>) for the [Free Application for Federal Student Aid \(FAFSA\)](#). This website allows you to file an electronic application FREE. Be aware that there are other websites not affiliated with the U.S. Department of Education or the FAFSA program such as <http://www.fafsa.com/> and <http://www.fafsa.org/> that charge a fee for electronic FAFSA filings. (30MSS/DPHE, 5-5904)

**d. Community College of the Air Force (CCAF) Deadline for Spring Graduation:** You must have all of your documentation, including transcripts, to CCAF at Maxwell by 23 Feb 05 to be included in the Spring CCAF Graduation. You must also contact Base Education to request submission for degree candidacy by 23 Feb 05. You may not be submitted as a degree candidate until all documentation is at CCAF. Contact Kathy Moran at 5-5905 for more information. (30MSS/DPHE)

**e. Allan Hancock College:** Late registration is available until 3 Feb 05.

**f. Embry Riddle Aeronautical University:** For current information regarding registration, admissions, and our programs, call 6-6557, or 734-4076. Register for resident classes 28 Feb 05—14 Mar 05. The next online term begins 15 Feb 05 for undergraduates and 7 Mar 05 for graduates with registration due two weeks prior to course beginning. Apply [online](#) to make applying to Embry-Riddle a snap! Stop by and see us in the Education Complex, 144 Wyoming Ave. Room A-1. Office hours are Monday—Thursday, 0830—1730 and Fridays, 0800—1200, or email the [Embry Riddle Vandenberg Center](#). (ERAU)

**Computer Training:** (InDyne, 6-3771)

**a. Personal Computer Systems Training:** Learn Introduction to Computers—a basic class for beginners; Word 2003; Word Advanced; Excel 2003; Excel Advanced; PowerPoint 2003; Access 2003; Project 2000; Publisher 2003; Outlook 2003; and LAN Access Training (a class specifically for those in process of getting an

e-mail account). Call 6-3771 for more details, or e-mail: [James.Wooding](mailto:James.Wooding). **NOTE: To register for Workgroup Manager classes, contact TSgt Debra Wheeler.**

**b. Computer Tip—Bag The Autoformat in Excel:** This is how you remove all Auto Formatting from a range: (1) Select the AutoFormatted range. (2) Choose Format + AutoFormat. (3) Under Table Format, select None, (it's at the bottom of the list). (4) Click OK.

**c. Scheduled Classes: Note:** Walk-ins are always welcomed!

Class	Date(s)	Time	Bldg
Pocket PC	2 Feb 05	0800—1100	Bldg 9360
Outlook - Rules & Organizing Email	2 Feb 05	1130—1230	Bldg 9360
Intro to Computers	3 Feb 05	0800—1100	Bldg 9360
Excel - Conditional Formatting	4 Feb 05	1130—1230	Bldg 9360
LAN Access Training	4 Feb 05	0800—1100	Bldg 9360
Workgroup Managers Course	7-11 Feb 05	0800—1600	Bldg 6510
Word - Forms & Tables	7 Feb 05	1130—1230	Bldg 9360
Access 2003 Basic	7-11 Feb 05	1300—1600	Bldg 9360
LAN Access Training	7 Feb 05	0800—1100	Bldg 9360
Excel 2003 Basic	8-11 Feb 05	0800—1100	Bldg 9360
EMSEC Training	9 Feb 05	0800—1130	Bldg 6525
Office - Customizing Toolbars	9 Feb 05	1130—1230	Bldg 9360
Acrobat Reader	11 Feb 05	1130—1230	Bldg 9360
PowerPoint 2003	14-18 Feb 05	0800—1100	Bldg 9360
Windows - Tips and Tricks	14 Feb 05	1130—1230	Bldg 9360
Access 2003 Intermediate	14-18 Feb 05	1300—1600	Bldg 9360
Office - Object Linking & Embedding	16 Feb 05	1130—1230	Bldg 9360
Information Technology EC Training	16 Feb 05	0900—1100	Bldg 9320

#### Items for Sale:

**For Sale:** 2004 Saturn Vue Redline, 5dr SUV, silver. 250hp V6, AWD, A/C, Tinted windows, factory alarm, CD, 18" wheels, ABS, and more. Less than 11K mi. w/service records. \$23,500/obo. Call 757-8307.

**For Sale:** 2003 Dodge Quad Cab SLT, \$23,000/obo. View at base used car lot. Galvanized aluminum diamond cut toolbox, fits full size trucks. Call 734-0215.

**For Sale:** 2003 Nissan 350Z, Touring Edition, pearl white, all options except navigation, 6 speed, 23K miles, excellent condition. \$27,000/obo. Call 737-1621.

**For Sale:** 2003 Pontiac Grand Am SE1, V-6, silver. Very clean, CD, power everything, CC, A/C, tilt. Only 12K miles on it, \$14,300. Call 734-1417.

**For Sale:** 2001 Kia Sportage EX, 4WD. 1-owner, excellent condition 70K miles. Loaded, power everything. KBB \$11,800, must sell, PCSing. \$6800/obo, will trade for enclosed trailer and \$\$\$. Call 757-2888.

**For Sale:** 2001 Dodge Ram 1500 SLT Laramie w/off-road pkg. 5.9L V8, 4x4 w/4.10 gears & factory 2"lift, A/C, CD, alarm, truck box, bed liner, tow pkg. 70k miles w/warranty. Asking \$17,500. Call 736-6031.

**For Sale:** 2001 Ford F150 XLT Super Crew Cab, 5.4L, auto w/overdrive, running boards, CD, A/C, CC, PW, PD, PM, PS, PB, dual airbags, ABS. \$16,000/obo. Call Steve at 245-0701.

**For Sale:** 2000 Mazda Protege, 4dr, black, 44K miles, clean, new tires and brakes, excellent running condition, CD w/ Remote. Only \$7,500/obo. Will negotiate price. FMI, call 734-6612

**For Sale:** 1999 Eddie Bauer Explorer, 4WD SUV, loaded with extras, excellent condition, 80K miles, asking below KBB value at \$9800. Call 937-2812.

**For Sale:** 1999 Chevrolet Suburban LS, 4WD, tow pkg, black, new tires/brakes. No mech. probs, detailed annually, maint. documented, loaded w/room for 9. 81K mi. View at base car lot, \$11,500. Call 680-7581.

**For Sale:** 1999 Ford Explorer XLT, 4x4, V6 4.0L SOHC, 80K mi, Auto, Leather seats, Loaded. KBB \$9,915, will sell for \$9,500. Call 734-1972.

**For Sale:** 1999 Honda Accord EX, V6, black, leather, moon roof, power seat, climate control, fully loaded, asking \$10,300. Call 736-2358.

**For Sale:** 1998 Honda Prelude, SH, pearl white, VTEC 5-spd, all the options, 73K miles, excellent condition, fun car to drive. Asking \$12,500. Call 734-5633.

**For Sale:** 1998 Jeep Grand Cherokee, 4x4, needs differential, \$1200. Call 315-0579/0881.

**For Sale:** 1995 Mitsubishi 3000 GT, fully loaded, alarm, theft proof key lock, off white, runs great, has CARFAX history. Asking \$7,500/obo. Call 736-9095/291-3297 before it's too late, this vehicle must sell.

**For Sale:** 1994 Volkswagen Jetta III, GLS 4 dr sedan, 4 cyl, 2.0L eng, 135K mi, 5 spd manual, CD, moonroof, PD, alarm, new tires/battery. Great work car. KBB \$2705, will sell for \$2100. Call 734-1972.

- For Sale:** 2003 Honda CBR600RR, black, 4K miles, fender eliminator kit, frame sliders, new Metzler M1 tires, recent oil change, great condition, \$6,500/obo. FMI call 734-0115.
- For Sale:** 2002 KTM 400SX 4-stroke motocross motorcycle. Great condition, lots of new parts, ready to run. Includes full set of gear (helmet, jersey, pants, and boots). Must sell, \$2600/obo. Call 588-4953.
- For Sale:** 2000 Kawasaki ZX-9R, grn/blk, major tune-up, 9K miles, new rear tire, 2 helmets, leather jacket, tank bag, cover, lots of mods. \$5995/obo. Call Gary at 735-1130.
- For Sale:** Full size pickup tool box, Dodge red, single door, hinged on front, \$75; queen-size bed, includes box spring, mattress, metal headboard, and frame, \$75. Call 736-0588.
- For Sale:** 2001 Wells Cargo Sport Utility Trailer, 5' x 8', full-sized tires and spare, tie-downs, air vents, interior light. \$3,000. Call 734-1972.
- For Sale:** 15' Coleman Canoe, fiberglass, w/seat back rests, 2 paddles, 2 Adult, 2 Children life vests, \$300; Yakima roof rack system with boat/canoe attachments and straps, \$225. Call 734-1972.
- For Sale:** Set of 4 wheels for a two-wheel drive Chevrolet Blazer, GMC Jimmy, S10 or S15, \$200. Call 734-0203.
- For Sale:** Miter saw w/table stand, 8" blade, B&D compact radial arm saw, 2 HP, 10 Amp, \$35. Skil 6 amp, ½" industrial grade hammer drill, \$50. Gas-operated weed trimmer, \$50. Leave a message at 733-3205.
- For Sale:** Oak entertainment center, \$75. Beige recliner, \$50. Call 736-4925.
- For Sale:** Kenmore Washer 90 series & Dryer 80 series, \$350 both; black TV stand, \$35; yellow remote control Chopper, \$400. Call 315-0579/0881.
- For Sale:** 25" Zenith TV, perfect, 5 years old, \$55; Nordic Track w/HR monitor, \$100; Kenmore elec. dryer, \$40; Panasonic 1000W microwave, some cosmetic damage, but works perfectly, \$12. Call 733-1975.
- For Sale:** Beachwood Dinette set with 4 chairs, like new, \$100; tan contemporary couch with pillow back, excellent condition, \$125. Call 937-2812.
- For Sale:** Neutral colored 7' drapes w/ hardware, covers four 8' wide windows and one sliding glass door, \$90. Steel work ramps for car, \$5; Universal fit bike rack, \$8. Call 733-1975.
- For sale:** Electric Kenmore dryer, 90 series, white. Excellent condition, \$75. Call Jeanne at 736-2637.
- For Sale:** Bedroom dresser w/mirror, two nightstands, and headboard, \$75; oak futon frame, \$75; girls'/women's bikes, \$20 ea. FMI call 737-4477.
- For Sale:** Whirlpool washer/electric dryer, xlnt cond., \$250; tile-topped coffee table/end table set, \$75; assorted mini-blinds in blue and mauve to fit old base housing. Call Troy at 736-3580.
- For Sale:** Frigidaire Ultra Quiet III portable dishwasher that will convert into a built in, depending on your needs. Used only 6 months then PCS'd. Bought for \$450, will sell for \$200. Call 734-1417.
- For Sale:** Baby items—Emmeljunga Classic baby stroller; solid wood convertible high chair/table-chair. For more information, call Troy at 736-3580.
- For Sale:** Graco Metropolitan Quattro Tour LX stroller, xlnt condition, asking \$90. Instep AR260 swivel double jogging stroller, xlnt condition, asking \$150. FMI, please call 734-3340 after 1700.
- For Sale:** Deluxe Little Tikes Kids Desk 2 height adjustable seat, w/ light, shelves, drawers, crayon/marker holder, \$50/obo. Winnie The Pooh toddler walker, \$10/obo. Call 734-0203.
- For Sale:** VTech Walker w/detachable front \$15/obo. Mega Block electronic keyboard, \$7. Stackable musical rings and musical snail for matching shapes. Call 734-0203.
- For Sale:** 3 stone diamond ring, YG & platinum, \$1000/obo; baguette & round diamond tennis bracelet, \$600/obo; 2 row diamond ring, WG, \$100, Star Wars Galaxy for PC w/strategy guide, \$30. Call 734-2858.
- For Sale:** Audiovox CDM-8500VM cell phone w/leather carrying case. Cell phone works like any typical cell phone. Service is a pre-paid Virgin Mobile service for use anywhere in the U.S, \$45. Call 714-5450.
- For Sale:** AKC Golden Retriever Puppies, 2 males, 12 weeks, current shots & vet checked, light golden, great personalities, must sell. \$375, FMI, call 734-0115 or 757-1475.
- Found:** Pair of eyeglasses behind the Base Post office, call 478-5634.
- Yard Sale:** Saturday, 5 Feb 05, 0800 at 724 Pecan Court, east family housing. Items for sale include clothes of all sizes, books, corner sofa, carpet with padding for seven bedrooms, and other miscellaneous items.
- Yard Sale:** Saturday, 5 Feb 05, 0700—1100 at 1020 Mulberry Drive, east family housing.